

RESOLUTION NO. 2021-44

A RESOLUTION AUTHORIZING THE MAYOR TO AUTHORIZE ON BEHALF OF THE CITY OF LADUE, MISSOURI A WORK ORDER WITH HORNER & SHIFRIN FOR ENGINEERING CONSULTANT SERVICES UNDER THE ON-CALL PROFESSIONAL SERVICES CONTRACT FOR THE LADUE WALKABILITY AND BIKEWAY PLANNING PROJECT

WHEREAS, On June 21, 2021, the City executed a Professional Services Contract with Horner & Shifrin for On-call Engineering services for the Roadway/ROW Rehabilitation and Reconstruction Category after having issued a Request for Qualifications (RFQ) for on-call services for various engineering categories; and

WHEREAS, the City contracted with Horner & Shifrin, an engineering consultant, in 2011 to assist with development of a Sidewalk Infrastructure Evaluation and Implementation Plan which was presented to City Council in 2012 and has been utilized since that time for the implementation of the recommended sidewalk projects; and

WHEREAS, the City has completed or began the majority of the recommended sidewalk projects and is in receipt of additional requests and a petition from residents with regard to additional sidewalk installation requests in the City of Ladue; and

WHEREAS, the City has been working on a Comprehensive Plan update over the last two years which will include goals and strategies to further expand opportunities for walking within the Community which has emerged as a key priority for the residents of Ladue; and

WHEREAS, Public Works staff reviewed the detailed project scope, schedule, and manpower estimate with hourly rates matching those authorized by the On-Call PSC, and determined the scope is appropriate and within the budget identified in the Road and Bridge Fund Budget; and

WHEREAS, the City Council now desires and finds it in the best interest of the City to approve Work Order #001 for the Walkability and Bikeway Planning Project

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL FOR THE CITY OF LADUE, MISSOURI, AS FOLLOWS:

Section 1. The City Council hereby authorizes the Mayor to authorize on behalf of the City the Work Order #001 under the On-Call Engineering Professional Services Contract for the Walkability and Bikeway Planning Project

Section 2. This Resolution shall take effect and be in force from and after its passage and approval by the Mayor.

Adopted by the City Council and approved by the Mayor on this 20th day of September 2021.

Nancy Spewak, Mayor

ATTEST:

Stacey Mann, City Clerk



THE POWER HOUSE AT UNION STATION • 401 S. 18th ST., STE. 400 • SAINT LOUIS, MISSOURI 63103-2296
314-531-4321 • FAX 844-339-2910 • www.HornerShifrin.com

September 10, 2021

City of Ladue
Public Works Department
9345 Clayton Road
Ladue, MO 63124
Attn: Anne Lamitola, P.E.

Re: Work Order #001 | Sidewalk and Bikeway Plan

Dear Ms. Lamitola:

This letter will serve as our agreement to perform the following services at the contract hourly rates and subject to the general conditions of the Professional Services Contract dated June 21, 2021 and fully executed on July 16, 2021.

Scope: Complete an update of the *City of Ladue Sidewalk Infrastructure Evaluation and Implementation Plan* prepared in 2012 by establishing the next set of priority sidewalk and bikeway projects, determine their costs, and provide implementation parameters. See the attached Scope of Services and Fee Estimate for additional information.

Schedule: We will deliver the final report to the City by January 31, 2022.

Estimated Cost: Our Basic Services are estimated to cost \$57,790 in accordance with current hourly rates and direct cost schedule of our Professional Services Contract.

Please sign and return the enclosed copy of this Work Order for our records. If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, reading "Ramin Ashrafzadeh".

Ramin Ashrafzadeh, P.E.
Project Principal

Accepted this _____ day of _____, 2021.

By: _____

Title: _____

CITY OF LADUE

WALKABILITY AND BIKEWAY PLANNING

SCOPE OF SERVICES

Project Description

Recently, the City of Ladue (CITY) completed or began the majority of the recommended sidewalk projects laid out in the *City of Ladue Sidewalk Infrastructure Evaluation and Implementation Plan* prepared in 2012 by Horner & Shifrin. The goal of this project is to establish the next set of priority sidewalk projects, determine their costs, and provide implementation parameters. Through the CITY's ADA transition plan and in coordination with the development of the updated comprehensive plan, walkability is a priority in the city. As a next step of Walkability and Bikeway planning, this project will look at the following priority corridors with respect to sidewalks:

- 1) Ladue Road: Warson to Price
- 2) Ladue Road: Lindbergh to Salem Estates
- 3) Warson: Clayton to Litzsinger
- 4) Warson: Litzinger to Old Warson
- 5) Litzsinger: Lindbergh to Warson
- 6) Litzsinger: Warson to Overbrook
- 7) Woodlawn: Old Warson to the south City limits
- 8) Old Warson: Woodlawn to McKnight

Potential for bicycle facilities shall be studied in four key areas:

- 1) Ladue Road – focus on resident use and provide a connection to Centennial Greenway
- 2) South Outer 40 Road/9810 S. 40 Drive – shared use path connecting Clayton Road Business District, new open space slated to be renamed, and neighborhoods.
- 3) Deer Creek Greenway/Trail – trail planning that connects the City's property located at 9810 S. 40 Drive housing new open space, Litzsinger Ecology Center, Litzsinger Woods, Rock Hill Quarry/previous McCarthy redevelopment site. There is potential for Ameren right of way, former railroad right of way, subdivision property and City property to be used to make this connection.
- 4) Clayton Road Business District – evaluate potential for low-cost interim pavement markings.

Horner & Shifrin, Inc. (CONSULTANT) will provide the required services to evaluate the feasibility for sidewalks and bikeway and document the implementation considerations for each corridor.

Project Limits

The Project will focus on the corridors and locations noted above.

Project Assumptions and Limitations

The CONSULTANT and the CITY make the following assumptions and acknowledge the following limitations regarding this scope of services:

1. Design standards. The following documents shall be considered the design standards for the project. The Engineer and the Client may agree to certain modifications to these standards.
 - The latest edition of the Standard Specifications for Road and Bridge Construction by the Saint Louis County Department of Transportation
 - The latest edition of the Rules and Regulations and Engineering Design Requirements for Sanitary Sewer and Stormwater Drainage Facilities by the Metropolitan St. Louis Sewer District (MSD)
 - AASHTO Bikeway Design Guide
 - FHWA – Small Town and Rural Multi-Modal Network Guide (STAR)
 - AASHTO Green Book
 - Design Criteria for the Preparation of Improvement Plans – St. Louis County Dept. of Transportation and Public Works
2. The CONSULTANT will make digital submittals (PDF) for all submittals to the CITY.
3. The following are beyond this scope of services:
 - Construction documents
 - Survey

- Traffic counts and/or traffic studies
 - Landscape architecture
 - Utility relocation design
 - Property acquisition
 - Construction services
 - Lighting design
4. Invoices shall include a breakdown of hours per employee, that month's progress report previously sent via email, and any minutes from meetings held within the billing period.

PROJECT MANAGEMENT & COMMUNICATION

Task 1 – Project Management & Administration

The CONSULTANT will be responsible for all communications with the CITY's project manager. Invoicing will be conducted monthly and will include details of the work accomplished, as well as scheduling meetings with CITY on a regular basis throughout the planning process.

- 1.1 Project Meetings** – the CONSULTANT will hold kick-off meeting with the CITY and coordinate improvements with potential decision makers who may be involved with implementation.
- a. **City Kick-off Meeting** - The first kick off meeting will be with City representatives, as well as partners if so desired to confirm the work plan, schedule, and discuss decision making during the plan process.
 - b. **Coordination Meetings (up to 3 meetings)** – The CONSULTANT in coordination with the CITY may set up meetings to discuss coordination of improvements with representatives from public entities such as GRG, St. Louis County, adjacent cities or MoDOT, to develop implementation recommendations.
- 1.2 Ongoing City Meetings (up to 2 meetings)** – The CONSULTANT will organize and lead monthly virtual meetings with the CITY to discuss management and project specific details. Meetings with the CITY may occur more frequently depending upon the needs of the project.
- 1.3 Progress Summaries and Invoicing** - the CONSULTANT will provide a monthly invoice along with documentation of actions taken and future actions in the next month. The project status updates shall be provided to the City and any Partners the CITY requests it be sent.
- 1.4 QA/QC Procedures**- We will perform a quality review for all deliverable provided to the CITY by the Principal on the project based on our policies and procedures.

Deliverables:

- Monthly Invoices and project progress summaries
- Kick-off meeting notes for the CITY and partner meetings
- Ongoing meeting agendas, minutes, and log of meetings
- QA/QC for all deliverables

DATA COLLECTION & EVALUATION

Task 2 - Data Collection, Analysis, and Preliminary Planning

The CONSULTANT will gather data related to overall definition of needs for sidewalk improvements and bikeways.

- 2.1 Plan and Policy Review** –The CONSULTANT will review information on current or previous plans, and policies that will need to be included in the development of alignments and alternatives.
- Plan and Policy Review
 - Definition of data needed during evaluation relative to plans and policies.

- 2.2 Establish Evaluation Criteria** - during the initial meetings with the CITY, based on the previous plan, the evaluation criteria will be defined. It will include metrics and best practices. Both qualitative and quantitative evaluation measures will be defined in the meeting and be added to/evolve as the analysis phase moves forward. Evaluation criteria will be defined and quantified, and ratings assigned, including a methodology for application of the criteria. In addition, weighting of criteria will be discussed with the CITY to provide a clear methodology for documenting and evaluating alternatives. A listing of data required for the evaluation will be included in the final plan.
- 2.3 Define and Collect Data** – the CONSULTANT will collect and update the current conditions data that impacts the feasibility for walking and biking, such as:
- Sidewalk, roadway and corridor conditions
 - Need for bike and pedestrian facilities through housing density, destinations, desired connectivity, activity centers, etc.
 - Demand for bike and pedestrian facilities will be studied using Street Light Data. It is a service that collects mobility data using cell phone location. Horner & Shifrin will be able to obtain bike and pedestrian usage information on designated corridors to determine the current demand, most popular routes, and if demand is accommodated by existing facilities.
 - Above ground utility information will be noted and basic (visual) topography information established, which will help determine where a sidewalk should be located on the various priority corridors.

Deliverables:

- Existing conditions maps
- Streetlight Data information, maps, and graphs
- Data collection summary

Task 3 - Evaluation

- 3.1 Evaluate Sidewalk Candidates** – the priority corridors for sidewalks identified by the CITY will be evaluated to determine sidewalk placement, costs, and optimum project limits for funding by Federal funding sources, etc. The following segments will be studied:

Sidewalks - 6-foot-wide City standard

- Ladue Road - Price to Warson*
- Ladue Road - Salem Estates to Lindbergh*
- Warson Road - Clayton to Litzsinger
- Warson Road - Litzsinger to Old Warson
- Litzsinger Road - Lindbergh to S. Warson
- Litzsinger Road - Warson to Overbrook
- Woodlawn Avenue - Old Warson to south City limits
- Old Warson Road - Woodlawn to McKnight

**Consider shared-used path in lieu of 6-foot-wide sidewalk*

- 3.2 Evaluate Trail/Share Use Path Candidates** – the following areas have potential for off-street shared use paths and/or trails. As indicated above, Ladue Road, from Salem Estates to Lindbergh will also be studied to determine its feasibility as a shared use path.

- Ladue Road (Side path)
- South Outer 40 Road - Tall Timbers to Rolling Road (Shared Use Path)
- Greenway Segment - parcels along Deer Creek from Tall Timbers to McKnight

- 3.3 Evaluate Potential Bicycle Accommodations on Public Streets** – the Ladue Road and Clayton Road corridors will be studied to determine the potential to integrate bicycle facilities that serve cyclist of all ages and abilities and road bike riders respectively. Bicycling facilities on Ladue Road is a priority for the CITY. Evaluate options for an interim plan for Clayton Road to enhance travel for road cyclists and awareness of motorists.

3.4 Determine Priority Projects – using the evaluation criteria defined, priority projects will be selected. These projects will be documented in an implementation plan.

3.5 Phase 1 Report – Data Collection and Evaluation – Prepare information from the data collection and analysis with maps, graphics, and supporting information into a Phase 1 report

Deliverables:

- Sidewalk location recommendations
- On-street and off-street bikeway recommendations
- Walkability map
- Bikeway network map
- Phase 1 Report – Data Collection and Evaluation

IMPLEMENTATION

Task 4 – Implementation Plans

4.1-4.5 Project Summary - a report will be prepared for each of the priority sidewalk, trail and bikeway projects and will be documented with a set the parameters of each project. Each project will be defined by fundable project segments. Each report will include the following:

- Project Summary
- Site Visit/Photos
- Aerial Imagery
- Plan Sheet with Location of the pedestrian or bike facility, Functional classification, Estimated project length, approximate retaining wall locations (if needed), right of way requirements, curbs and drainage infrastructure and typical sections
- Utility within corridor
- Estimated Project Costs (see below)

4.6 Quantities – Prepare quantities for each project into details necessary for TIP application.

4.7 Cost Estimates – a cost estimate will be prepared for each project and broken out by sidewalk, roadway, and stormwater improvements, right of way costs and engineering fees.

Deliverables:

- Phase 2 Reports – Implementation
- Quantities
- Cost estimates

COMMUNITY ENGAGEMENT

The CONSULTANT will assist the CITY on community engagement to inform the following groups on the planning effort:

- Influencers – elected officials, adjacent cities, regional agencies
- Community – neighbors and users

Task 5 – Engagement

5.1 Influencer Engagement - the CONSULTANT will assist the CITY in engaging influencers of the plan which will likely include city staff, elected officials and GRG to allow for feedback as desired to the engineering team with respect to progress of the project. CITY staff and community leaders will keep the community informed throughout the process.

5.2 Community Feedback – as directed by the CITY, the CONSULTANT will prepare information to gain community input on recommended biking and walking improvements and the walkability and bike network. A public meeting will be scheduled to solicit input. The input will inform the preparation of final implementation plan recommendations.

5.3 Community Engagement Outcomes - documentation of the engagement process will be prepared to inform the development of the final recommendations for inclusion in plan recommendations that will be presented to the City Council.

Deliverables:

- Meeting summaries
- Engagement event exhibits
- Community Engagement Summary
- City Council Presentation

Subject:	City of Ladue - Sidewalk and Bikeway Plan	
Job No.:		
File:		
By:	LSH	Date: August 27, 2021



**Sidewalk and Bikeway Plan, City of Ladue, MO
HORNER & SHIFRIN FEE ESTIMATE**

TASK	Project Principal (TP02)	Project Manager (TP03)	Sr. CS Planner (TP04)	CS Planner (TP09)	Trans Design Eng. (TP09)	GIS Analyst (IT02)	Hours	Cost
Hourly Rate =	\$205	\$194	\$168	\$121	\$121	\$101	Total	Total
PROJECT MANAGEMENT & COMMUNICATION								
Task 1 - Project Management & Administration							44	\$8,156
1.1 Project Meetings	4	8	8				20	\$3,716
1.2 Ongoing City Meetings		4	4				8	\$1,448
1.3 Progress summaries and invoicing		6	6				12	\$2,172
1.4 QA/QC	4						4	\$820
DATA COLLECTION & EVALUATION								
Task 2 - Data Collection, Analysis, and Preliminary Planning							77	\$10,636
2.1 Plan and policy review			2	4			6	\$820
2.2 Establish evaluation criteria		2	2				4	\$724
2.3 Define and collect data			8	10			18	\$2,554
2.x StreetLight Data Collection and Processing		2	2	8		2	14	\$1,894
2.x Graphs and maps		1	6	16		2	25	\$3,340
2.x Data collection summary			2	8			10	\$1,304
Task 3 - Analysis							58	\$8,542
3.1 Evaluate sidewalk candidates (8)		2	8	8			18	\$2,700
3.2 Evaluate trail/shared use path candidates (3)		1	4	2			7	\$1,108
3.3 Evaluate potential bicycle accommodation on public streets (1)		2	2	2			6	\$966
3.4 Determine priority projects		2	2	2			6	\$966
3.5 Prepare Phase 1 Report		1	4	16			21	\$2,802
IMPLEMENTATION								
Task 4 - Implementation Plans							166	\$22,732
4.1 Project Summaries (12)		2	22				24	\$4,084
4.2 Site Visits/Photos (12)			8		8		16	\$2,312
4.3 Aerial Imagery Setup (12)					12		12	\$1,452
4.4 Plan sheets (12)	2	2			40		44	\$5,638
4.5 Utility Summary (11)	2	2			11	2	17	\$2,331
4.6 Quantities (12)	1	1			33		35	\$4,392
4.7 Estimate (12)	1	1	4		12		18	\$2,523
COMMUNITY ENGAGEMENT								
Task 5 - Engagement							32	\$5,724
5.1 Influencer engagement	4			2			6	\$1,062
5.2 Community update	4	6	6	2			18	\$3,234
5.3 Community engagement outcome summary	2	4		2			8	\$1,428
H&S TOTAL	24	49	100	82	116	6	377	\$55,790

Reimbursables (Travel & Printing) \$ 200
StreetLight \$ 1,800
GRAND TOTAL \$57,790